



**STATE OF WASHINGTON  
BOARD OF REGISTRATION FOR  
PROFESSIONAL ENGINEERS AND LAND SURVEYORS  
SPECIAL BOARD MEETING MINUTES**

**DATE:** October 19, 2017

**TIME:** 9:00 a.m.

**LOCATION:** The Historic Davenport  
10 South Post Street  
Spokane, WA 99201

**BOARD MEMBERS**

Stephen Shrope, PE, SE, Chair  
James Wengler, PLS, CFedS, Vice Chair  
Ivan VanDeWege, PE  
Doug Hendrickson, PE  
Aaron Blaisdell, PLS  
Marjorie Lund, PE, SE

**BOARD MEMBER VIA PHONE**

Nirmala Gnanapragasam, PhD, PE

**STAFF MEMBERS**

Shanan Gillespie, Acting Executive Director  
Jennifer Lingle, Administrative Assistant  
Jill Short, Investigations & Compliance Manager  
Elizabeth Lagerberg, AAG Advisor

**GUESTS**

Tom Barger, PLS, Land Surveyors Association of Washington  
Sharon Zimmerman, PE, ASCE  
Zana Raybon  
Rick Storvick, Administrator, Regulatory Boards Section  
Sarah Crawford, Board Support Supervisor  
Vonna Rakestraw, Licensing Supervisor

## **OPEN SESSION**

### **1. Call to Order 9:06 a.m.**

#### **1.1. Introductions**

Board members, staff, and guests introduced themselves.

#### **1.2. Approval of Order of Agenda**

MOTION: Mr. Hendrickson made a MOTION to accept the agenda. Mr. Wengler seconded the MOTION and it passed.

#### **1.3. Approval of Draft Minutes: August 8, 2017**

MOTION: Mr. Blaisdell made a MOTION to approve the August 8, 2017 minutes, as presented. Mr. VanDeWege seconded the MOTION, and it passed.

#### **1.4. Review Communication**

Ms. Gillespie shared a letter from National Council of Examiners for Engineering and Surveying (NCEES), National Council of Architectural Registration Boards (NCARB), and Council of Landscape Architectural Registration Boards (NCARB) regarding how they work together. She shared a letter to Department of National Resources (DNR) regarding the proposed rule for topographic map standards.

#### **1.5. Public Comment Opportunity**

Ms. Zimmerman shared her concerns of the use of the title "engineer". She suggested the Board complete a review for the title "engineer" when used at Department of Transportation (DOT).

### **2. Committee Reports**

#### **2.1. Exam/Qualifications Committee**

Mr. Wengler delivered the committee's report.

Total of 168 comity PE applications approved for licensure from 8/8/2017 to present.

Agricultural & Biological – 1

Building Systems – 1

Chemical – 1

Civil – 102

Control Systems – 2

Electrical – 30

Environmental – 3

Fire Protection – 1

Industrial – 1

Mechanical – 19

Metallurgical – 1

Structural – 6

Action Item: Adopt rule language as amended by Ms. Gnanapragasam:

- WAC 196-12-010 Registration requirements
- WAC 196-12-045 Registration of applicants licensed in other jurisdictions
- New Section regarding structural experience requirements

Action Items: Ms. Lagerberg will review law and rule to verify if the Board is interpreting licensing requirements correctly.

MOTION: Ms. Lund made a MOTION to accept the Exam/Qualifications Committee report. Mr. Blaisdell seconded the MOTION; and it passed.

**2.2. Practice Committee**

Mr. Blaisdell delivered the committee's report.

**Total cases reviewed by the committee:**

8 cases

**Total cases opened by the committee:**

2 cases

**Tabled for review until next meeting:**

0 case

**Total cases not opened by the committee:**

6 cases

Mr. Blaisdell reported there are currently 11 individuals on compliance monitoring (Robert Balmelli, PE; James Bell, PLS; Cash Carr, PE; Benjamin Hodde, Daniel Johnson, PLS; Knud Knudsen, PLS; Michael Mahoney, PLS; Leigh McIntire, OS; Craig Penefield, PE; Adam Prince; and Richard Russum, PLS). Two individuals are currently in compliance, three individuals met the terms of their board order and are being removed from compliance monitoring, and five individuals are currently out of compliance. We are working with our AAG on next steps. Mr. Prince's appeal will not be reviewed by the Whatcom County Superior Court. We are also working with the AAG on this case.

The Practice Committee is recommending the staff to try the Complaint Process Pilot project for six months, with the addition that a case manager be immediately assigned the investigation and the investigator will work with the case manager on the investigation. A status report will be given to the Practice Committee each meeting showing number of investigations, who the investigator assigned is as well as the case manager.

**MOTION:** Mr. Wengler made a MOTION to accept the Practice Committee report. Mr. VanDeWege seconded the MOTION, and it passed.

### **2.3. Surveying Committee**

Mr. Blaisdell delivered the committee report.

Discussion was held regarding:

- Ms. Gillespie gave a report back on exams.
- Letter to Department of National Resources (DNR) advisory board regarding topographic mapping.
- NCEES follow up from Survey Forum.
- Public Land Survey System (PLSS) and Colonial State Modules
- Outreach
- Refresher course with Land Surveyors Association of Washington (LSAW) regarding drone technology.

Action Item: Ms. Gillespie will work on a Law Review Vendor and contact Montana and Colorado.

### **2.4. Executive Committee**

Mr. Shrope delivered the committee report.

Discussion was made regarding:

- Executive Director Recruitment activities.
- Staff changes.
- Staff location update.
- Final review on the Interagency Agreement for 2018 pending review by the incoming Executive Director.
- Reviewed Business Technology Modernization Project Memo.

Action Item: Staff will provide budget numbers and make a report for each board meeting.

**MOTION:** Mr. Hendrickson made a MOTION to accept the Business Technology Modernization Project Memo. Mr. Wengler seconded the MOTION, Ms. Gnanapragasam and Mr. VanDeWege opposed, and it passed. Mr. Shrope signed the subject memo for delivery.

**EXECUTIVE SESSION:** Mr. Shrope, Board Chair, announced the purpose and estimated duration for *Executive Session*. No formal actions were taken during *Executive Session*. At the conclusion of *Executive Session*, the Board took a break and invited visitors back for *Open Session*.

## **OPEN SESSION RECONVENES**

### **3. Disciplinary Activity**

#### **3.1. New Board Orders**

##### **3.1.1. Order 2016-06-0003- Bruce Studeman, PLS**

The Respondent failed to respond to multiple requests for information by the Board investigator, which resulted in a statement of charges being issued for unprofessional conduct. The Agreed Order imposed the following sanctions:

- The Respondent's license is suspended for one year of the Agreed Order. The suspension will be stayed (not imposed) contingent upon Respondent complying with the conditions below:
  - Respondent shall pay a \$3,000 penalty.
  - Within one year of the effective date of the Agreed Order, Respondent must complete the on-line review with passing scores.

MOTION: Mr. VanDeWege made a MOTION to accept the Agreed Order as presented. Ms. Lund seconded the MOTION, and it passed. Mr. Wengler abstained.

#### **3.2. Recommended closures**

##### **3.2.1. 2016-06-0003**

Mr. Blaisdell recommended the case be closed.

MOTION: Mr. Wengler made a MOTION to accept the case manager's recommendation for closure. Mr. VanDeWege seconded the MOTION, and it passed. Mr. Blaisdell abstained.

##### **3.2.2. 2017-05-0005**

Ms. Gnanapragasam recommended the case be closed.

MOTION: Mr. Blaisdell made a MOTION to accept the case manager's recommendation for closure. Ms. Lund seconded the MOTION, and it passed. Ms. Gnanapragasam abstained.

#### **3.3. Disciplinary Report**

Packet item only; no action.

### **4. New Business**

#### **4.1. 2018 Meeting Schedule**

Ms. Gillespie suggested dates for 2018 board meetings. The tentative dates and locations are:

- February 7-8, 2018 at SeaTac Radisson.
- April 19, 2018 at SeaTac Radisson.
- June 20-21, 2018 in Spokane.
- August 8-9, 2018 in Olympia.

- October 17-18, 2018 on the Olympic Peninsula.
- December 5-6, 2018 at SeaTac Radisson.

#### **4.2. Strategic Planning with new Executive Director**

Tabled for next board meeting in December.

### **5. Old Business**

#### **5.1. Review Prior Action Items List**

Ms. Lingle reviewed the master action item list with the Board.

#### **5.2. Outreach Calendar**

The Board reviewed and discussed past and upcoming outreach opportunities.

##### **5.2.1. NCEES meeting report**

Mr. Shrope gave a report on NCEES meeting.

- The Western Zone resolution for state boards that have both PE and LS licensees to have two votes failed.
- Limiting people on committees failed.
- Next meeting will be in August 15-18, 2018 in Scottsdale Arizona.

##### **5.2.2. Board Journal**

Ms. Gillespie shared the status of the Board Journal with the Board. There are a few articles being reviewed and will be sent to Mr. Blaisdell for review.

### **6. Executive Director's Report**

#### **6.1. Program Operations**

No business.

#### **6.2. Travel**

Attendees for the Western Zone meeting in Hawaii will need to be identified before February 2018.

#### **6.3. Other Items**

Ms. Gillespie gave an update on the Digital Signature Committee. There is a tentative meeting being scheduled for January. Staff is currently working with representatives from Washington Association of Building Officials, Department of Transportation, Department of Health, and Secretary of State Archives.

### **7. Assistant Attorney General's Report**

Ms. Lagerberg reported on the meeting with Staff and Public Disclosure regarding what can be redacted and sent out on open investigations requests.

Action Item: Ms. Short will add a foot note to the Case Managers Worksheet and email communications.

## **8. Other Business**

### **8.1. Any Other Business**

None.

#### **8.1.1. Brief Adjudication Proceedings (BAP) Procedures**

Ms. Gillespie shared BAP procedures and informed the Board it will be covered in more detail in the April all Boards Training.

### **8.2. Action Items from this meeting.**

Action items were reviewed and will be added to the master action items list.

### **8.3. Agenda Items For Next Meeting**

- Strategic Planning with new Executive Director

## **9. Adjourn Meeting: 3:12 p.m.**

**Next meeting:** December 6, 2017 1:00 p.m. – Committee Meetings  
December 7, 2017 8:00 a.m. – Special Board Meeting  
Radisson Hotel Seattle Tacoma Airport  
18118 International Blvd  
Seattle, WA 98188

Respectfully Submitted:

  
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Shanan Gillespie, Acting Executive Director

